

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
December 17, 2018

The Lyndon City Council met in regular session on Monday, December 17, 2018, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Morrison and members Bill Patterson, Doug Harty, Kevin Heit, Darin Schmitt and Katie Shepard (7:11) present.

City Staff present: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; Darrel Manning, Chief of Police; and Scott Culley; Public Works.

Others Present: Wes Weishaar, BG Consultants; Tammy Schlingmann, Osage Herald Chronicle; and Gene Hirt.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING:

- a) Schmitt made the motion to approve the regular meeting minutes of December 3, 2018 as presented. Patterson seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Patterson made the motion to approve the bills as set forth. Schmitt seconded, motion carried.

4. PUBLIC COMMENTS: Gene Hirt spoke with council about his concerns regarding the manhole that was put in at 9th and Cedar, his records request, PWWSD#12 water leak in October, streets in need of repair, parking for the Amish in town and the resignation of a city employee.

5. CORRESPONDENCE TO COUNCIL:

- Public Wholesale Water Supply District #12 meeting minutes of November 21, 2018.
- Copy of a letter from MediaCom in regards to rate changes.
- November 2018 Edition of the Kansas Government Journal.

6. UNFINISHED BUSINESS:

- a) SEWER PROJECT UPDATE - BG CONSULTANTS: Wes Weishaar with BG provided Council with the following update:

Wastewater Treatment Improvements: 85% complete.

- Lagoons:
 - Fence installation begun.
 - Final cleanup and seeding to follow in Spring.
- Headworks building construction:
 - Building structure complete. HVAC/electrical installation underway.

- Equipment control panel connections to follow. Startup possibly by early-mid January.
- Project completion anticipated by end of February.
- Pay App #8 submitted December 5th. \$175,944.75

Sanitary Sewer Collection System Mainline Improvements: 88% complete.

- All mainline work complete. Manhole rehabilitation to conclude this week.
- AIS waiver for Rausch End Seals granted. Installation to follow.
- Final clean up and close-out procedures to follow. Final photo documentation to follow Taps completion.
- Pay App #7 submitted November 30th. \$50,287.50

Sanitary Sewer Service Tap Improvements: 52% complete.

- Tap installation on recently lined mains proceeding. Anticipated completion by January.
- Open Trench Service Tap replacement proceeding. Anticipated completion by mid-February.
- Project completion anticipated by late February.
- Pay App #7 submitted December 7th. \$218,439.96

Recommended Action items for Council:

- Authorize Change Order request to funding agencies for Hwy 75 bore tap replacements.
 - Approve revised Pay App #6 for Pipe Services. \$94,809.43
 - Approve Pay Apps for all contracts.
- b) PIPE SERVICES AMENDED PAY APPLICATION #6: Mr. Weishaar stated the contractor had made a number transposition between pay applications #5 and #6 when submitted which caused an overcharge and amending the pay application would correct that error. Patterson made the motion to approve the amended pay application for Pipe Services, LLC in the amount of \$94,809.43. Shepard seconded, motion carried.
- c) BRB CONTRACTOR'S PAY APPLICATION #8: Patterson made the motion to approve the pay application for BRB Construction in the amount of \$175,944.75. Harty seconded, motion carried.
- d) REED DOZING CONTRACTOR'S PAY APPLICATION #7: Patterson made the motion to approve the pay application for Reed Dozing in the amount of \$50,287.50. Shepard seconded, motion carried.
- e) PIPE SERVICES CONTRACTOR'S PAY APPLICATION #7: Patterson made the motion to approve the pay application for Pipe Services in the amount of \$218,439.96. Heit seconded, motion carried.

- f) REQUEST FOR FUND CHANGE ORDER LETTER TO CDBG: Mr. Weishaar stated that CDBG requested a formal letter request from the City to authorize the change order for the Highway 75 taps which are unable to be lined due to either being three-inch pipe or collapsed orange burg. The method of reinstating and replacing those require boring under 75 Highway and to do point repairs on the mainline. It was noted that BG Consultants have prepared a letter stating those changes to accompany the authorization letter from the City. Patterson asked if the project changes are were figured into the contingency funds in the budget and Mr. Weishaar noted they were. Patterson made the motion to authorize the Mayor to sign the letter to CDBG regarding the taps project change order request. Harty seconded, motion carried.
- g) TRASH SERVICE CONTRACT: The City Attorney provided the Council with the proposed trash service contract for consideration and approval. The contract keeps the rate of \$11.61 in 2019 the same and will increase to \$12.50 for 2020 and 2021. Other changes included a rate increase for extra poly carts to \$6.00 per cart and paying \$1.50 per bag for any extra bags set outside of the poly cart. After brief discussion, Shepard made the motion to approve and authorize the Mayor to sign the contract with Ottawa Sanitation. Heit seconded, motion carried. The process of notifying residents was discussed.

7. NEW BUSINESS:

- a) CONSIDERATION OF UTILITY TRACTORS QUOTES: The Maintenance Supervisor provided Council with two quotes for consideration from John Deere and McConnell Machinery to replace the utility tractor and reviewed them with Council. The final price for the new John Deere was \$41,437.50 with after trade in with McConnell Machinery coming in with a new Kubota at \$35,232.00 after trade in. The Maintenance Supervisor stated there was also a 2014 Kubota priced at \$26,020.00 after trade in, however, did not have any factory warranty left but had low hours. After much discussion, the Maintenance Supervisor was asked to obtain more warranty information on the tractors and tabled the matter until the next meeting.
- b) SEWER ABATEMENT REQUEST: The City Clerk provided a letter from the Lora Dunlap who lives at 830 Jefferson requesting a sewer abatement due to a leak between the months of October and November. The Council received the proposed abatement which was explained by the City Clerk. Schmitt made the motion to grant the sewer abatement in the amount of \$52.14. Shepard seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received the Officer's Activity report for December 1 to December 15, 2018.
- b) PLANNING AND ZONING: Next meeting is scheduled for January 9, 2019 at 6:30 p.m.

- c) PUBLIC WORKS: Council received the Maintenance Activity report for December 4 to December 17, 2018.

Patterson asked if the City worked with Osage County in regards to sand and salt for roads during severe weather. The Maintenance Supervisor stated the City maintains that partnership by purchasing a load of sand/salt and the county stores and loads the trucks when needed.

Mayor Morrison asked if the water leak had been fixed and the Maintenance Supervisor confirmed it was repaired. Mayor Morrison also discussed the need to plan for future repair of water infrastructure.

- d) CITY CLERK: The City Clerk stated she received the proposal from Tree Board Chair Brad Loveless regarding fall tree planting and was discussed. Mayor Morrison asked if there were going to be more planted near the bench area for shade and it was noted there probably will be. The Elsie Stout Memorial Tree is planned to be planted near a bench on the trail. Patterson made the motion to approve the proposed planting schedule with the exception of planting the one near the city shop on 3rd Street. Shepard seconded, motion carried.

The Forestry Grant that the City was planning on participating in failed and Kim Bomberger with the Kansas Forestry Service stated they will apply for the grant again.

City offices will be closed Monday, December 24th, 2018; Tuesday, December 25th, 2018 for Christmas and Tuesday, January 1, 2019 and New Year's Day. It was noted that the project contractors will not be working on the sewer project during those days.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson stated the City Clerk has asked if there are one or two students at the high school who would be interested in work study to help input data and help at City Hall. He stated they are Microsoft Certified and are at expert level in Microsoft Word, Excel and Power Point applications. The City Clerk stated it would be helpful to have some extra help for a couple of hours during the day in the office; gives students experience they can use on their resumes; and engages with the community. Shepard made the motion to approve work study with up to two high school seniors assisting in the city office for the spring semester 2019. Schmitt seconded, motion carried with Patterson abstaining.

10. EXECUTIVE SESSION: At 8:11 p.m., Patterson made the motion to recess to executive session for 15-minutes for non-elected personnel with the City Attorney attending. Schmitt seconded, motion carried. At 8:26 p.m., Council reconvened with no action taken.

At 8:27 p.m., Shepard made the motion to recess to executive session for another 10-minutes for non-elected personnel with the City Attorney and City Clerk attending. Patterson seconded, motion carried. At 8:37 p.m., Council reconvened with Patterson made the motion to extend the deadline of the City Clerk's 2018 unused vacation for 120 days due to being unable to take scheduled vacation for December. Schmitt seconded, motion carried.

11. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, January 7, 2019, at 7:00 p.m. for regular meeting. Shepard seconded, motion carried.

Respectfully submitted,



Julie Stutzman, CMC
City Clerk

Approved by the governing body on January 7, 2019.

Attest:



Julie Stutzman, CMC
City Clerk

